

Caretaker Supplement Handbook

	Page
Table of Contents	i
Section I - Introduction	
Program History and Authority	1
Benefit Funding	2
Program Administration and Partnerships	3
Section II - Purpose of the Handbook	
General Purpose	5
Consistency with AFDC Medicaid Policy and Procedure.....	5
Section III - Eligibility Policy	
Non-Financial Eligibility	7
• Application.....	7
• Standard Filing Unit.....	8
• Definition of CTS Eligibility	9
• SSI Eligibility in Wisconsin	10
• Citizens and Aliens	11
• Wisconsin Residency	11
• Living Arrangement.....	11
• Temporary Absence	12
• Household Relationship.....	12
• Joint Custody Arrangements.....	12
• 18-Year-Old Students	12
• SSN Requirement.....	12
• Cooperation with Child Support Agency.....	13
• Prohibition Against Concurrent Eligibility with W-2 or Kinship Care	13
• Verification	13
Financial Eligibility	14
• Income.....	14
• Assets	16
• Divestment	17
Exceptional Eligibility	17
• Non-Marital Co-Parents.....	17
Section IV - Administrative Policy and Procedure	
Benefit Issuance	19
• Electronic Eligibility Interface.....	19
• Manual Benefits	20

Backdating Eligibility	21
Recoupment of Incorrect Benefits	21
Eligibility Review	22
Notices	23
Rights and Responsibilities.....	23
Fair Hearing	23

Section V - Illustrations

- Illustration 1, CTS Administration and Partnerships
- Illustration 2, CTS Case Scenarios
- Illustration 3, CTS Interface Timeline

Section VI - Appendices

- Appendix A, State Statutes and Administrative Code
- Appendix B, Income Eligibility Tables
- Appendix C, Terms and Abbreviations
- Appendix D, Forms and Publications